

TOWN OF VIENNA, VIRGINIA
DEPARTMENT OF PUBLIC WORKS

STREET CUT PERMIT

FOR LATERALS, SERVICE CONNECTIONS, R/W WORK
AND UTILITIES RUNNING LENGTH OF STREET

PERMIT NO.: -ST-_____
BOND NO: B/E-_____
RECEIPT NO: G-_____

This application is for a permit to do work within the right of way of:
Address: _____Vienna, VA, between
_____ and _____.

- Attach One (1) copy of drawing showing proposed work

DESCRIPTION OF PROPOSED WORK: _____

Inspection fee in the amount of \$_____ plus the Performance Guarantee being provided as follows:

- (1) Certified Check or CASH in the amount of \$_____ payable to Town of Vienna, VA.
- (2) The continuous bond with _____ Expiration Date: _____
in the amount of \$1,000.00 now on deposit with you is hereby designated to apply to his permit.

PERMISSION IS HEREBY GIVEN TO: (Name) _____
(Address) _____
(Telephone) _____

The Town of Vienna reserves full municipal control over the subject matter of this permit insofar as the Town of Vienna, Virginia has the right and power to grant the same for such of the following described work as falls within the street right of way on _____ Street(s) and as indicated on sketch on reverse side of this sheet, and subject to the Rules and Regulations of the Department of Public Works as well as the Special Provision hereto attached.

Said work to be carried on and completed in a manner satisfactory to the Town of Vienna within 180 days from date of this permit.

Said work must be completed prior to expiration date of this permit or a written request **MUST** be received by the Department of Public Works requesting an extension **PRIOR** to the expiration date.

The Street Cut bond is refundable at your request six (6) months after completion of project or the approved occupancy date.

FAILURE TO COMPLETE WORK OR OBTAIN AN EXTENSION WILL RESULT IN CANCELLATION OF PERMIT, RETAINING A \$15.00 ADMINISTRATIVE FEE AND REFUNDING THE REMAINING FEES.

Notice Shall be given to Public Works Department (703-255-6380) prior to and on completion of this work.

THE PERMITTEE WILL BE HELD RESPONSIBLE FOR ANY SETTLEMENT IN THE BACKFILL THAT MAY OCCUR AT ANY TIME AFTER THE WORK HAS BEEN PERFORMED.

PRIOR TO INSTALLING FINAL ASPHALT PATCH IN A TOWN RIGHT OF WAY, THE CONTRACTOR, BUILDER OR PLUMBER WILL CALL THE DIRECTOR OF PUBLIC WORKS (703-255-6380). **FAILURE TO COMPLY WITH THIS REQUEST MAY RESULT IN REJECTION OF THE PATCH OR FORFEITURE OF THE CASH BOND.**

BEFORE WORK IS STARTED, PERMITTEE WILL NOTIFY THE VIENNA POLICE DEPARTMENT (703-255-6366) AND THE FIRE CONTROL BOARD (703-691-2131) WHEN PARTIALLY BLOCKING A STREET. NO WORK will commence before 9:30 AM and must be completed and off the roadway prior to 3:00 PM on major streets in Vienna.

THE PERMITTEE WILL BE RESPONSIBLE FOR HAVING ALL UNDERGROUND UTILITIES LOCATED IN THE _____ AREA OF THE WORK **PRIOR** TO STARTING ANY WORK.

NOTIFY TOWN OF VIENNA DEPT OF PUBLIC WORKS (703)255-6380) WHEN WORK IS TO BE STARTED

Permittee shall be responsible for determining the location of existing utility lines

NOTE: ALL DITCHES OVER 5 FT DEEP SHALL BE LAID BACK AND/OR SHORED

PERMITTEE SIGNATURE: _____
DATE: _____

DEPT OF PUBLIC WORKS, TOWN OF VIENNA: _____

DATE: _____

EXPIRATION DATE: _____

SKETCH OF PROPOSED WORK

TOWN OF VIENNA, VIRGINIA

DEPARTMENT OF PUBLIC WORKS

SPECIAL PROVISIONS IN CONNECTION WITH THIS PERMIT

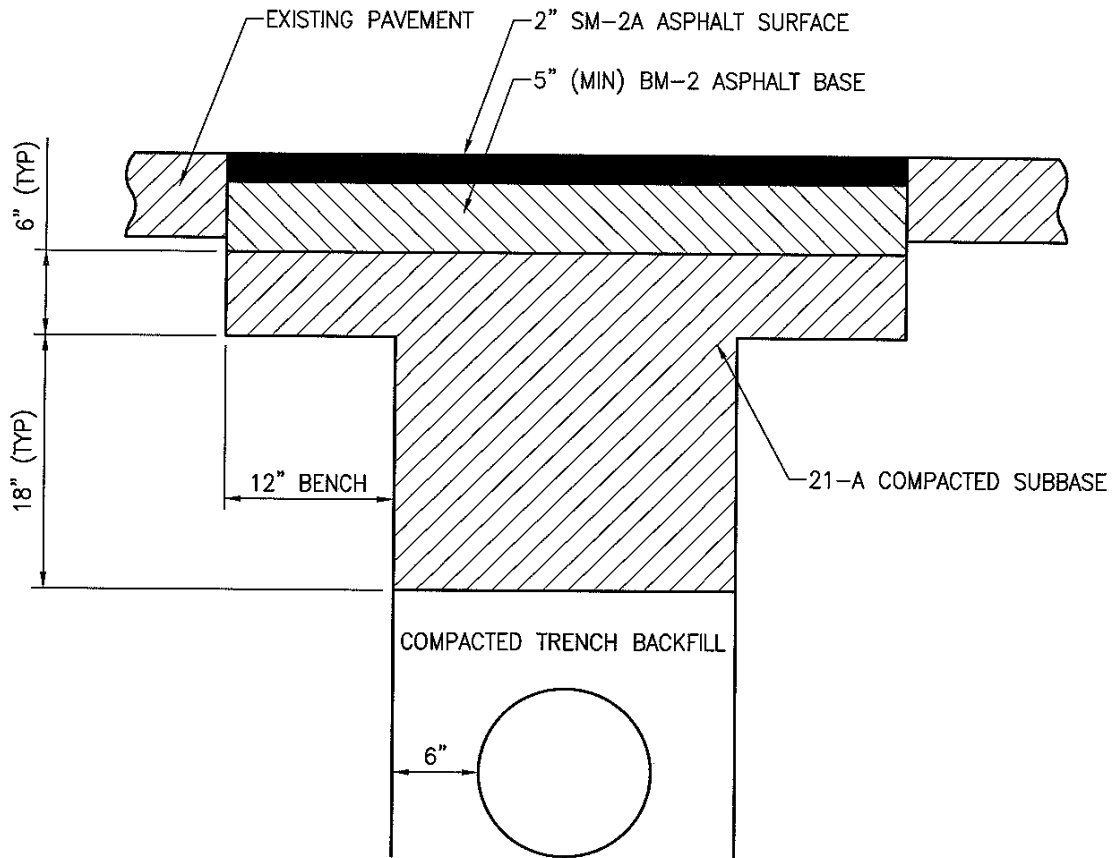
1. Such the provisions as are set up in the "Land Use Permit Manual, Virginia Department of Highways and Transportation, Richmond, Virginia, January 1983", and subsequent revisions, as can apply to the type of work covered by this permit, shall apply, including provisions for revocation of permit. Also, such of the following enumerated provisions as can apply, shall apply.
2. Open trenches along right of way will be protected by cones and lighted barricades during construction. After hours, trenches **WILL BE** covered by steel plates or backfill. Steel plates shall be tacked and appropriate warning signs installed.
3. All backfilling of trenches shall be in layers of not greater thickness than six inches, and shall be tamped to a minimum of 95% density compaction. Compaction shall be by pneumatic tampers, or by other approved method or methods. Compaction by water will not be permitted. The permittee will be held responsible for any sinks in backfill or pavement at any time after the completion of work. The backfill trench shall be maintained to the satisfaction of the Department.
4. Wherever pavement is permitted to be cut, not over one-half width shall be disturbed at one time; and on crossings, the first opening shall be completely restored to satisfactory traversable condition before second half can be opened. Where the pavement is disturbed, or deemed weakened, it, in its entirety, or such portion or portions of it as deemed desirable by the Department, shall be restored or replaced in manner as directed by the Department of Public Works.
5. No excavated material is to be placed on the pavement, without written permission of the Department's Engineer. When so permitted, the pavement shall be satisfactorily cleaned by an approved method.
6. **NO CLEATED EQUIPMENT IS TO BE USED ON THE PAVEMENT.**
7. Road drainage is not to be blocked. The shoulders, ditches, roadside, vegetation, signs and drainage facilities, as well as the pavement, shall be restored to the satisfaction of the Department of Public Works.
8. Road and street connections and private entrances are to be kept in satisfactory condition and repaired or replaced as required. Entrances are not to be blocked, and ample provision must be made for safe ingress and egress to adjacent property at all times.
9. **Traffic is not to be blocked or re-routed without special written permission of the Department's Engineer. Where one-way traffic is permitted, traffic shall be AT ALL TIMES properly protected by adequate lights, barricades, signs, and flagmen. NO ONE-WAY TRAFFIC IS PERMITTED AFTER WORKING HOURS.** Detours shall require prior approval of the Department of Public Works. Contractors shall provide all barricades, signing and traffic control for detours.
10. The Department of Public Works reserves the right to stop the work at any time the terms of the permit are not satisfactorily complied with; and the Department may, at its discretion, complete any of the work covered in the permit, at the expense of the permittee.
11. This permit is revocable at the pleasure of the Department and permittee may be required to move, alter, change or remove from the road right of way in a satisfactory manner any installation made on the right of way under this permit.
12. The permittee shall immediately have corrected any situation which may arise as a result of the installations that the inspection or engineer deems hazardous to the traveling public, even though it may not be specifically covered in the permit or Manual.
13. The permittee assumes full responsibility for all damages that occur due to work performed under this permit.
14. The replacement of all sidewalk, curb and gutter, driveway entrances, valley gutters, pipe and structures shall be performed according to the Town of Vienna's construction specifications.

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SPECIAL PROVISIONS

1. All patches are to be replaced in accordance with the attached sheet showing the required method of replacing cuts.
2. The permittee shall be required to restore the surface and the base of the road(s) included under this permit in a suitable manner. Area excavated will be thoroughly compacted to proper density and brought to sub-grade elevation. After the trench or cut has been compacted, ten (10) inches of 21-A base material, compacted in four (4) inch layers shall be placed and a temporary bituminous asphalt (either hot or cold mix) patch shall be placed and rolled to cover the base material. The temporary patch shall be left in place for a minimum period of two (2) weeks after which time the permittee shall remove the temporary patch and replace with two (2) inches of bituminous asphalt concrete SM-2C.
3. All base material applied must conform with the Vienna Department of Public Works Specifications for base material.
4. The Permittee shall see that dusty conditions are kept to a minimum, either by the addition of water or calcium chloride.
5. The Department of Public Works may, at its discretion, reject back-fill material which it feels to be unsuitable.
6. No bituminous material shall be applied between November 1 and April 1, except by written authorization from the Department of Public Works, and treatment shall be applied only when the atmospheric temperature is above fifty (50) degrees and when the weather is not foggy and damp.
7. When the installation is made in the shoulder or other traveled portion of roadway which are not hard-surfaced, the top 10" of trench must be replaced with good bank gravel or other suitable stabilizing material with a capping of crusher run material over the entire shoulder.
8. **EXCAVATIONS FIVE (5) FEET AND OVER IN DEPTH SHALL BE SHORED, SHEETED AND BRACED, OR SLOPED TO THE ANGLE OF REPOSE.**
9. The Town of Vienna Reserves the right to require the permittee to jack and/or bore when open cutting is not deemed practical by the Department of Public Works.

REQUIRED METHOD FOR REPLACING CUT



1. When the distance from the edge of the existing pavement to the edge of the restoration is 3' or less, the existing pavement shall be removed and replaced.
2. Minimum patch size 2' X 2'
3. Existing pavement shall be saw cut or milled to ensure a full-depth surface course without feathering.
4. Trench backfill must be placed in 6" to 12" lifts and compacted to 95% theoretical density.
5. When approved by the Town Engineer, thickness of BM-2 Asphalt Base may be reduced to 3" on residential streets where existing pavement is 4" thick or less.
6. The final surface patch shall be rectangular in shape.
7. All pavement edges shall be tacked with RC-250 or equal.
8. The final surface joint between the existing street and new patch shall be sealed.



PAVEMENT RESTORATION FOR UTILITY CUTS TOWN OF VIENNA DEPARTMENT OF PUBLIC WORKS

PREPARED: 5-12-2010